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**Grand Junction Regional Airport Authority Board**  
**Regular Board Meeting**  
Meeting Minutes  
July 20, 2021

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**REGULAR BOARD MEETING**

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**I. Call to Order**

Mr. Tom Benton, Board Chairman, called the Meeting of the Grand Junction Regional Airport Authority Board to order at 5:15 PM on July 20, 2021 in Grand Junction, Colorado and in the County of Mesa. The meeting was hosted in the 3<sup>rd</sup> floor conference room as well as electronically.

<p><b><u>Commissioners Present:</u></b> Tom Benton (Chairman) Erling Brabaek Rick Taggart Ron Velarde Linde Marshall Thaddeus Shrader</p> <p><b><u>Airport Staff:</u></b> Angela Padalecki (Executive Director) Dan Reimer (Counsel) Sarah Menge Cameron Reece (Clerk) Ben Peck Dylan Heberlein</p>	<p><b><u>Guests:</u></b> Sam Siebold, Twin Otter Fred Suevel, CAF Jeremey Lee, Mead and Hunt Jen Boehm, Mead and Hunt Colin Bible, Garver Brian Mohr, InterVISTAS Colin Bible, Garver Perry Havenar, AECOM Josh Cohn, InterVISTAS Cole Miller, KLJ Engineering Brad Rolf, Mead and Hunt Dana Abbot, KLJ Engineering Kyle Williams, AECOM Sam Klomhaus, Daily Sentinel Lisa Meacham Rumzei Abdallah, Plante Moran</p>
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**II. National Anthem**

**III. Approval of Agenda**

*Commissioner Shrader made a motion to approve the July 20, 2021 Board Agenda. Commissioner Brabaek seconded the motion. Roll Call Vote: Commissioner Benton, yes; Commissioner Brabaek, yes; Commissioner Shrader, yes; Commissioner Taggart, yes; Commissioner Marshall, yes; and Commissioner Velarde, yes. The motion carries.*

#### **IV. Commissioner Comments**

*Commissioner Benton made a comment about how good the plaque that is hanging on the wall outside room that the Airport received as Airport of the year is very nicely positioned.*

*Commissioner Brabaek commented that he has never seen 2 big airplanes leave the airport on trailers in the same month. Had a Queen Air and King air on trailers outside the airport. Such a rarity.*

#### **V. Citizen Comments**

*No Citizen Comments*

#### **VI. Consent Agenda**

##### **A. June 15, 2021 Meeting Minutes**

Approval of June 15, 2021 Board Meeting Minutes

##### **B. 2020 Audit Acceptance**

Accept the 2020 audited financial statements and supplemental schedules of the Grand Junction Regional Airport Authority.

##### **C. GJRAA Employee Health Insurance**

Approve the proposed health insurance plans and cost sharing as outlined in the Agenda Item Summary for the plan year of September 1, 2021 through August 31, 2022 and authorize the Executive Director to sign all plan documents and approve invoices.

##### **D. Air Service Incentive Program Revisions**

Adopt the proposed revisions to the air service incentive program to modify the goals and remove incentives that were specifically intended to restore service lost during the pandemic.

##### **E. Repair and Service of Gate 3 Passenger Loading Bridge**

Authorize the Executive Director to accept the quote from Ameribridge to perform repairs and servicing of the passenger loading bridge for a total cost of \$26,756.

*Commissioner Brabaek made a motion to approve the Consent Agenda. Commissioner Shrader seconded the motion. Roll Call Vote: Commissioner Marshall abstained from item C. "GJRAA Employee Health Insurance" since RMHP is her client and a conflict of interest, but yes for items A., B., D., and E.; Commissioner Benton, yes; Commissioner Brabaek, yes; Commissioner Shrader, yes; Commissioner Taggart, yes; and Commissioner Velarde, yes. The motion carries.*

#### **VII. Action Items**

##### **A. Grant Agreement AIP 71 - Airport Coronavirus Relief Grant Program (ACRGP) Concession Relief Addendum**

*Commissioner Taggart made a motion to Accept FAA AIP Grant No. 3-08-0027-071-2021 in the amount of \$53,547 for concession relief under the ACRGP and authorize the Executive Director to sign the Co-Sponsorship Agreements with the City of Grand Junction and Mesa County. Commissioner Marshall seconded the motion. Roll Call Vote: Commissioner Benton, yes; Commissioner Brabaek, yes; Commissioner Shrader, yes; Commissioner Taggart, yes; Commissioner Marshall, yes; and Commissioner Velarde, yes. The motion carries.*

**B. Resolution 2021-006 Delegation of Authority to Administer Concession Relief**

*Commissioner Brabaek made a motion to Adopt Resolution No. 2021-006 to delegate authority to the Executive Director and Finance Director to develop Concession Relief Plans under the ACRGP and ARPA and allow modifications to the requirements to collect rent and minimum annual guarantees under the concession agreements. Commissioner Taggart seconded the motion. Roll Call Vote: Commissioner Benton, yes; Commissioner Brabaek, yes; Commissioner Shrader, yes; Commissioner Taggart, yes; Commissioner Marshall, yes; and Commissioner Velarde, yes. The motion carries.*

**C. Garver Work Order Amendment for Services on the West Apron and Run-up Pad Project**

*Commissioner Shrader made a motion to Approve Garver Work Order No. 11 Amendment No. 1 decreasing total costs by \$44,575 for changes in the cost of construction observation, materials testing, and construction administration services for the west apron replacement and run-up pad construction project and authorize the Executive Director to sign the amendment. Commissioner Brabaek seconded the motion. Roll Call Vote: Commissioner Benton, yes; Commissioner Brabaek, yes; Commissioner Shrader, yes; Commissioner Taggart, yes; Commissioner Marshall, yes; and Commissioner Velarde, yes. The motion carries.*

**D. ESCO Construction Co. Change Orders No. 1 and No. 2**

*Commissioner Brabaek made a motion to Approve Change Orders No. 1 and No. 2 to the ESCO Construction Co. contract in the amount of \$96,717.50 for additional work including: joint sealant near the deice pad, seal coat millings adjacent to the run-up pad, and adding electrical infrastructure on the deice pad for ground support equipment and authorize the Executive Director to sign the change orders. Commissioner Taggart seconded the motion. Roll Call Vote: Commissioner Benton, yes; Commissioner Brabaek, yes; Commissioner Shrader, yes; Commissioner Taggart, yes; Commissioner Marshall, yes; and Commissioner Velarde, yes. The motion carries.*

**E. United Companies Change Order No. 1**

*Commissioner Shrader made a motion to Approve Change Order No. 1 to the United Companies construction contract for Runway 11-29 Rehabilitation to perform additional crack seal, seal coat, and remarking services to portions of GJRAA owned pavement in the general aviation area not to exceed \$50,000 and authorize the Executive Director to sign the change order. Commissioner Taggart seconded the motion. Roll Call Vote: Commissioner Benton, yes; Commissioner Brabaek, yes; Commissioner Shrader, yes; Commissioner Taggart, yes; Commissioner Marshall, yes; and Commissioner Velarde, yes. The motion carries.*

**VIII. Discussion**

- A. Legal and Legislative Update
- B. Airport Development Plan Update

**IX. Staff Reports**

- A. Executive Director Report (Angela Padalecki)
- B. Finance and Activity Report (Sarah Menge)
- C. Operations Report (Dylan Heberlein)
- D. Facilities Report (Ben Peck)
- E. Project Report (Colin Bible)

**X. Any other business which may come before the Board**

**XI. Adjournment**

The meeting adjourned at approximately 7:34pm.

*Audio recording of the complete meeting can be found at [https://qjairport.com/Board Meetings](https://qjairport.com/Board_Meetings)*

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Tom Benton, Board Chairman

**ATTEST:**

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Cameron Reece, Clerk to the Board